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Alberta Apprenticeship and Industry Training
Excellence through training and experience

Update
Apprenticeship News

Special Edition

From the Alberta Apprenticeship and Industry Training Board **December '99**

Message from the Board Chairman

I believe that the strength of the Alberta apprenticeship and industry training system is that it's a "bottom up system". It is through the knowledge, expertise and commitment of industry on the LACs, PACs and OTCs that the system has grown and thrived. But we can't afford to be complacent.

On October 25, 1999, a workshop was held in Edmonton for the province-wide industry advisory network. This workshop was held to find out how the members of the system thought we could strengthen collaboration and cooperation within the advisory network and with the various industries.

Members of the Alberta Apprenticeship and Industry Training Board and staff from the Apprenticeship and Industry Training division of Alberta Learning met with presiding officers of provincial apprenticeship committees (PACs), local apprenticeship committees (LACs) and occupational training committees (OTCs).

It was an action-packed day. Almost 200 people invested their time and energy identifying issues and brainstorming ways to strengthen relationships and communication within the advisory committee network. This Special Edition of Update is dedicated to providing you with the highlights of the workshop. In addition to short articles that cover some of the topics discussed, it lists all PAC, LAC and OTC presiding officers, members and support staff by trade. A map on page 2 shows the relationships between the committees, the Board and the government. I hope you find this information useful.

In all, October 25th was a thoroughly enjoyable and productive day. And it only marks the beginning of positive changes to come!

C.J. (Cliff) Williams
Chairman, Alberta Apprenticeship and Industry Training Board

Getting the job done

. . . keynote speaker Dr. Jim Beaubien talks about the keys to effective leadership

If we are to be successful in our leadership efforts, we must build good working relationships with the people around us. This includes the people we work for, the people who work for our peers, our suppliers, our customers and us. All are critical to our success. Good relationships don't happen by accident. As leaders, we have to create them and for most of us that's not an easy task. Fact is, we have to work at it. Here are some ideas that will help you develop the habits required to establish strong relationships.

Value people

Your values set the tone for your relationships. If your approach is based on respect, caring and consideration, people will sense your motives and respond with openness.

Take time

There are no short cuts for developing relationships. Spend time with people, get to know them, find out their interests, celebrate their successes and be there for them in their times of need.

Show you care

Listening is one of the keys. Let people see you are interested in them and their welfare. Let them know you are in their corner.

Add value

Value can take many forms. For some it may be challenge, growth and advancement. For others it may be security, structure and routine.

Build communities

Good leaders capitalize on the need to foster a sense of community. Communities are relationships grounded in common interests. Good leaders build strong communities in which people can meet their needs. ✦

This network is all about effective representation

. . . a panel discussion kicks-off the workshop

Four members of the industry advisory network were invited to share their views with workshop participants. What resulted was a thought-provoking panel discussion. Each speaker was asked to give personal examples of effective representation within the industry advisory network and to make recommendations that might help strengthen the network's effectiveness. Here's a brief look at what each panelist had to say.

Brian Bickley is a Board member. One example of effective representation he described was a situation where northern Alberta stakeholders were concerned about proposed changes to the Heavy Equipment Technician program. The presiding officer of the PAC, Ray Jeffrey, and a representative from apprenticeship and industry training immediately traveled to Fort McMurray to attend a meeting with people from the community. The presiding officer addressed the concerns of all involved by explaining the changes and answering questions. The meeting was a good opportunity for the PAC to be visible and to communicate with the LAC, Keyano College, industry and training staff.

The second speaker was Ray Massey, presiding officer of both the Painter and Decorator PAC and the LAC in Calgary. Earlier this year, an industry representative alerted the PAC that the

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Talking with industry

. . . participants share their views before the workshop

Wally Land is presiding officer of both the Electrician Provincial Apprenticeship Committee (PAC) and the Local Apprenticeship Committee (LAC) in Hinton. Wally was particularly interested in finding out how the Board sees the role of the LAC. "They are the grassroots that report what's going on in the industry to the PAC who pass it on the Board. We need the LACs in this trade but it's hard to get our committee members together for LAC meetings because we cover such a large area."

George Larocque, presiding officer of the Bricklayer PAC, felt that "There are some issues that need to be addressed from industry to the Board and vice versa. We have kind of a lull in communications here and I'm hoping that communications is a key subject of the workshop."

Besides wanting a chance to listen, Al Torn felt he had some ideas to share with the workshop participants. Al is the presiding officer of the Heavy Equipment Technician LAC in Calgary. He believes that one way to raise the profile of LACs is through more instant communication. "With technology evolving, this is becoming a lot easier to do. We have teleconferencing and can get things out or talk together faster than we used to."

Fraser MacDonald, presiding officer of the Cook PAC said, "I expect we'll enhance the industry network at the workshop. We're probably all trying to go in the same direction but we need to find out how to blend our resources together. That way we can work as a body not as separate arms."

. . . and after the workshop

Al Torn said "It was busy but not ridiculously so. I liked the way the trades were mixed at each table and everybody did their best to contribute ideas."

Fraser MacDonald was "absolutely delighted with all we accomplished." "We touched on all the issues I felt were important. But, you know, it's one thing to get to the issues, but to get to the actual solutions - that's great. And now they're going to form an action plan from what we discussed. That's even more than I hoped!"

Wally Land's initial concern was for the LACs. "I'm not so concerned anymore because I see that some trades may not need them where other trades, like mine, really do. It's up to industry to decide what's right for them".

George LaRocque felt the workshop had been worthwhile. "I think it's a start. I have a PAC meeting in a couple of weeks. I can tell them this is where we definitely have to go."

"I took away the feeling that there were many people in the same boat," says Al Torn. "I also realized I should have more LAC meetings, but not just for the sake of a meeting. People are interested in a specific agenda."

Wally Land felt that he could put what he learned into immediate action. "One thing I'm going to do as soon as possible is have an LAC meeting. Communication is what it's all about and my group needs a boost. After being at the workshop, I believe that it is necessary ."✦

Breaking News

Albertan Medal Winner in International Competition

The official results of the International Vocational Training Organization's (IVTO) 1999 International Youth Skills Competition are in and Albertan Robert Waite has taken bronze in the electrician trade.

Waite not only managed to place third in his vocation; he was also the highest scoring of all the Canadians involved in this year's competition. Waite scored an impressive 532 out of a possible 600.

Other Albertans also faired well. Three of them were awarded certificates of merit. Michelle Blanchette scored 517 in cooking, Perry Sipos' cabinet making skills nabbed him a score of 502 and Jordon Hindbo achieved 508 points for his plumbing efforts.

The IVTO's International Youth Skills Competition is held every second year. They are an intensive skills olympics meant to promote the trades and to bring tradespeople together in the spirit of sharing, pride and friendly competition.

Congratulations to all the Albertans who participated this year. You've done us proud. ✦

Apprenticeship

. . . fiction and fact

Fiction

Provincial apprenticeship committees (PACs) don't meet often enough.

Fact

Most PAC work is done by subcommittee. Subcommittees meet as often as required. The whole PAC meets as needed to set goals, plan subcommittee activities, and make decisions and make recommendations to the Board. From January 1998 to September 1999, PACs met 67 times, PAC subcommittees met 260 times, and there were 83 meetings of local apprenticeship committees (LACS).

Fiction

Local apprenticeship committees (LACs) and provincial apprenticeship committees (PACs) don't represent me.

Fact

The purpose of the LAC and PAC is to listen to your input and concerns about your trade. Committee members represent employers and employees of various industry sectors and geographic regions across Alberta. You have a responsibility to provide your input and concerns to the LAC and PAC for your trade. To find out who represents your interests in your trade and area, call the apprenticeship field consultant at the location nearest you.✦

Some strategies for action

. . . what we heard at the workshop

At mid-morning, participants of the Industry Advisory Network Workshop began working in groups. They were asked to draw upon what they had heard in the panel discussion as well as their own experiences to identify five issues that would strengthen the advisory network. A summary list of issues was presented after lunch. Then each group was asked to suggest strategies for addressing the issues.

Many strategies were suggested. Here are some of the strategies that the LAC, PAC and OTC members intend to take action on themselves.

Raise the profile of the advisory network with apprentices and employers

- Promote one-on-one contact with employers and apprentices
- Make presentations to industry associations
- Invite guests from industry to attend LAC, PAC and OTC meetings
- Make presentations to apprentices in training institutions

Improve communications

- Encourage more cluster meetings and joint workshops between related trades
- Invite a guest, like a recently certified journeymen,to share their apprenticeship experience at one of your meetings
- Go to stakeholder meetings to update their knowledge of LAC/PAC/OTC activities

Increase public awareness about apprenticeship and industry training

- Invite high profile people to endorse apprenticeship
- Establish "tours" for trade awareness with students and their parents
- Invite educators – school boards, administrators etc. to LAC and PAC meetings

Improve membership participation and commitment

- Orient new members about their roles and responsibilities
- Develop meaningful agendas in meetings with one "hot" item
- Use subcommittees to engage more people in the advisory network process
- Notify employers of vacancies for LAC and PAC membership
- Have PAC members speak to each apprenticeship graduating class

Strengthen links between LACs and PACs

- Circulate all minutes of LACs and PACs.
- Establish close working relationships between LAC and PAC secretaries
- Invite LAC and PAC members to attend each other's meetings
- Move LAC and PAC meetings closer together

In the final exercise, participants were asked to complete the statement, "My personal contribution in strengthening the advisory network will be...". Of over a hundred responses, the two most frequent comments were variations of "I will increase awareness of trades with young people" and "I will promote the role of the LACs, PACs and OTCs to apprentices, industry and everyone I associate with."

As the Industry Advisory Network Workshop drew to a close, Cliff Williams, Chairman of the Board, expressed his deep appreciation for the hard work done by the people in attendance. He reminded them to tell employers, employees and especially apprentices about their importance to the apprenticeship and industry training system. As Mr. Williams pointed out, "A strong apprenticeship system benefits everyone."✦

News from the trades

...and designated occupations

The Alberta Apprenticeship and Industry Training Board (the Board), through Provincial Apprenticeship Committees (PACs) and Occupational Training Committees (OTCs), sets the standards and requirements of apprenticeship and occupational training programs. Technical training is based on course outlines developed by members of these industry advisory committees. The course outlines are revised regularly to keep in step with today's workplace needs. One or more of Alberta's technical institutes and community colleges provide technical training in most trades.

Got a question about your trade? Call the committee secretary or members – see below..

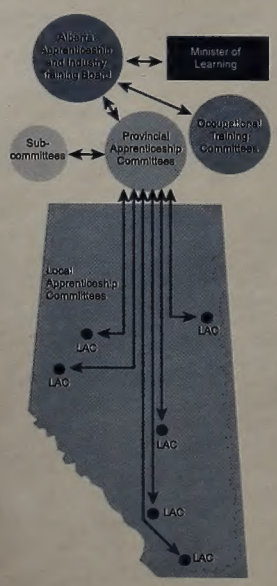
The contact number for all PAC & OTC Secretaries is : (780) 427-4601.

PAC = Provincial Apprenticeship Committee
LAC = Local Apprenticeship Committee
OTC = Occupational Training Committee

More Info:

Do you have questions about apprenticeship or any of the trades and designated occupations? Call 310-0000 toll-free anywhere in Alberta and ask for the Apprenticeship and Industry Training office at the Alberta Career Development Centre (CDC) or Canada/Alberta Service Centre (CASC) near you.

Committee Listing



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"I want to make a difference. That's why I'm a member."

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Employer Stephen St.Hilaire
Employee Glenn Darichuk

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The LAC/PAC Manual

. . . a new resource for committee members

A new resource manual has just been distributed to all committee members, presiding officers and committee secretaries.

The manual is a concise and useful information tool that covers all aspects of the Alberta apprenticeship and industry training system. It contains an overview of the public consultation process, *A Vision for the Future*, plus the roles and responsibilities of LACs, PACs, the Board and Alberta Learning, information to enhance LAC and PAC meetings and key resources and telephone numbers. There is also a section that provides answers to frequently asked questions.

Committee members are encouraged to provide feedback to the Board about the manual and to use it as a reference whenever questions arise. A more formal evaluation of the content will be done in the spring of 2000. This is to make sure that our committee members continue to receive the best and most up-to-date information possible. The manual is also available on our Web site at **www.tradesecrets.org** – look in the library under Publications. ✦

This network is all about . . . continued from p 1

course outline did not provide enough content for those on the industrial side of the trade. In response, a PAC subcommittee developed a course outline that better reflected the industrial portion of the program.

Kerry Wallace is a member of the Warehousing Occupational Training Committee (OTC). During the process of making warehousing a designated occupation, people from all over the province, with widely diverse experiences and backgrounds, came together with a common goal – and succeeded.

Don Oborowski is the presiding officer of the Structural Steel and Plate Fitter PAC. This industry chose a model for representation that combined the functions and strengths of the LACs and PAC. In doing so, they built a stronger, more effective PAC.

Many valuable recommendations for strengthening the network came forward. They focused on key areas like communication and collaboration. Some of the specific recommendations called for stronger relationships between industries and with associated trades and for increased employer involvement in the apprenticeship program. ✦

Update is distributed by the Alberta Apprenticeship and Industry Training Board in response to requests by many of you for more information about Alberta's apprenticeship program. Circulation is more than 60,000. Let us know what you think.

WRITE: *Update*, Alberta Apprenticeship and Industry Training, 10th floor, 10155 - 102 Street, Edmonton, Alberta T5J 4L5

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